

23 OCT 1980

MEMORANDUM FOR: DDA Exchange Senior Editors

STATINTL FROM:


Managing Editor, DDA Exchange

SUBJECT: Update on Recent Developments

1. This memorandum reports on DDA Exchange activity since our last meeting and also requests submission of articles for the January publication. The January issue of Exchange will be a standard format issue (no theme), and articles are due 1 December 1980. Please let us know if you have any problems with the due date.

2. The October issue of Exchange with a theme of "the DDA in the 1990s" really looks good. We have decided to include a questionnaire in this issue since we haven't solicited reader opinion for three years and since the theme idea is a new one and we'd like feedback on the idea. We would also like your opinions on the theme idea.

3. Our conventional way of transferring the Exchange articles to P&PD's ETECS system was by using a special type font which an optical character reader scanned and translated into an electronic file. This time we typed the Exchange articles into the ODP VM system, used the terminal to make minor editing and formatting changes, and transferred the computer files to P&PD's ETECS system. This was certainly a new way of doing business for us. We were pleased with the flexibility this method offered for making changes, and pleased with the reduced turnaround for typesetting as well. We plan to streamline our processes here by even further use of automated data entry.

4. Because of our increasing use of the terminal, we now have no need for articles to be typed using the ETECS OCR type font. If you can key your articles into a terminal, you would save us a typing job, but we don't plan to make terminal input a requirement.

5. We plan for our next theme issue to be published in July 1981 if the survey supports the general idea of a theme. We have some ideas for the theme, but would like your contributions as well. We will announce the theme of that issue prior to 1 January 1981.

6. Again, thank you for your contributions to our most recent publication. Your cooperation is most sincerely appreciated.



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